

Building Permit Time Limits

In order to minimize the impact of construction work on San Bruno residents, the City of San Bruno has specific laws related to the time limits for building permits. A summary of the time limit ordinance is given below.

Plan Review

Construction must be completed as approved by the Building Division. Any changes to the approved set of plans requires a resubmittal and a further review by the Building Division. Do not proceed with construction work if it is not on the approved set of plans as this could ultimately lead to fines and construction delays.

Life of Permit

Your building permit is valid for a certain amount of time which varies depending on the cost of construction. Work must be completed, and final approval must be received, within the timeframes outlined in the table below. The estimated value of construction was determined by the Building Official and is noted on your building permit.

Estimated value as determined by the chief building official	Time limit from building permit issuance
Not over \$50,000	6 months
\$50,001-\$500,000	12 months
\$500,001-\$1,000,000	18 months
\$1,000,001-\$3,000,000	24 months
\$3,000,001 and over	36 months

Extensions

The permit holder may apply for 6-month extension to the building permit for good cause. The Building Official will decide whether the extension should be granted. It is important to note that you must apply for an extension before your permit expires. A subsequent request will not be approved.

Penalties

When a timeline is exceeded, the building permit becomes null and void. Daily penalties accrue when construction timeline is exceeded starting at \$200 a day and accruing a maximum of \$250,000 total. This table details the fine structure:

Applicable Time Limit	Penalty Fine
First 30 days	-0-
31st day through 60th day	\$200.00 per day up to \$6,000 maximum
61st through 120th day applicable to this 60-day period	\$400.00 per day up to \$24,000 maximum
121st day and every day thereafter	\$1,000 a day per day to a maximum of \$250,000

When a time limit is reached, and the project has not received final approval, the property owner must deliver a refundable deposit in the amount of 2% of the job value up to \$250,000.

Penalty Avoidance

A property owner may avoid penalties even when construction has not been done on time by either of two methods -- 1) establishing that circumstances beyond his control delayed construction which must be requested in writing prior to permit expiration or 2) by entering into compliance agreement with a new mutually agreed upon construction deadline, which must be requested within 90-days of permit expiring.

Reasons beyond your controls do not include: winter rainy season, stop work orders, design changes, custom or imported material problems, supplier problems, and project financing delays. Other reasons for penalty avoidance can be considered by the Building Official.

Appeals from time limit denial of extension or denial that circumstances were beyond the owners control may be appealed pursuant to the process established in Municipal Code Sections 11.34.080(c) and/or 11.34.100 and/or 12.140 as applicable.